



RESIDENTIAL PARKING PERMIT APPLICATION

**Public Works Department
Capital Projects Division
City of Kansas City, Missouri**

Capital Projects Division
414 E 12th Street, 5th Floor
City of Kansas City, MO 64106
Phone Number **(816) 513-2670**

PERMIT NO.
AREA
EXP. DATE/MO-YR
INITIALS

HOW TO APPLY

- Read the BASIC RULES AND REGULATIONS FOR PERMIT on the back of this form.
- Please complete and provide the information requested in this application
- Sign this application
- Return this application to Capital Projects Division
- Allow two weeks to receive notification of approval or rejection of this application

APPLICANT'S INFORMATION					
1	NAME FIRST	MIDDLE	LAST NAME	PHONE NO.	
2	ADDRESS	APT. NO.	CITY/STATE	ZIP CODE	
3	DRIVERS'S LICENSE NO. & ADDRESS				
VEHICLE'S REGISTRATION INFORMATION					
4	VEHICLE IDENTIFICATION NO.				
5	STATE / LICENSE NO.				
6	ADDRESS				
7	MODEL / COLOR / MAKE / YEAR				
PLEASE CHECK ONE				YES	NO
ARE ITEMS (2), (3) AND (6) DIFFERENT?					
DOES APPLICANT HAVE ANY OUTSTANDING PARKING CITATIONS OR WARRANTS IN KANSAS CITY, MISSOURI?					
IF A "YES" ANSWER IS GIVEN TO A QUESTION, REFER TO ITEMS "B" AND "C" OF THE BASIC RULES AND REGULATIONS FOR PERMIT TO COMPLY WITH THE REQUIREMENTS APPLIED TO THIS APPLICATION					
SIGNATURE					
I certify to the best of my knowledge, everything stated in the application is correct. I authorize the City of Kansas City, Missouri, to obtain reports in connection with this application. I understand this application will be rejected if I provide incomplete or incorrect information.					
APPLICANT'S SIGNATURE				DATE	

Do not write in this section – for Capital Projects Division use only		
	YES	NO
RESIDENTIAL PARKING PERMIT APPLICATION APPROVED		
RESIDENTIAL PARKING PERMIT FEE RECEIVED (\$10.00)		
REASON(S) FOR REJECTION		
	APPLICANT FAILS TO COMPLY WITH "B" OR "C" OF THE BASIC RULES AND REGULATIONS FOR PERMIT	
	OTHER (BE SPECIFIC)	
NOTICE OF APPROVAL OR REASON FOR REJECTION SENT OR DELIVERED ON DATE _____(INITIALS)		
ABOVE APPLICATION IS HEREBY APPROVED / /		
EFFECTIVE DATE	Sherri K. McIntyre, P.E. / Director of Public Works	

BASIC RULES AND REGULATIONS FOR PERMIT

- A. A residential parking permit will be issued to the owner or the operator of a motor vehicle residing within a residential permit parking area upon receipt of application and \$10.00 fee payment unless otherwise specified below. No cash please. Make sure your check is payable to: City of Kansas City, Missouri. Your fee is non-refundable.
- B. A residential parking permit shall not be issued to the owner or operator of a motor vehicle:
- currently having any outstanding parking citations or bench warrants in Kansas City, Missouri.
 - who resides on any residential property which is specifically restricted by conditions imposed by the City Plan Commission or by other valid use restrictions; prohibiting residents of said property from obtaining parking permits.
 - Any applicant who is denied a residential parking permit may appeal that decision within ten days of such determination to the Director of Public Works by filing a Notice of Appeal.
- C. When applying for a permit the owner or operator shall present the motor vehicle registration and applicant's driver's license which will show the address of the dwelling unit in the residential permit parking area for which the permit is sought.

If the driver's license or vehicle registration indicates another address of residence the applicant shall be required to execute either an affidavit of residence or affidavit of registration location and provide an executed lease or other reasonable proof showing residence for the dwelling unit within the area for which the permit is sought.

- D. A duplicate permit will be issued only if all or a significant part of the original permit is produced at the time of application for a duplicate permit, or if proof of theft of the vehicle is demonstrated to the satisfaction of the issuing authority.
- E. The permit shall be renewed annually upon such conditions and procedures as the Director shall specify. The permit shall display the motor vehicle's license plate number and expiration date for the permit.
- F. The permit must be visibly and properly displayed in the lower left hand side of the rear window of the vehicle. The permit is valid only for streets designated for residential permit parking within the specified residential permit parking area.

A permit shall not guarantee or reserve to the holder a parking space and may be temporarily suspended by the City for snow removal; emergency or construction purposes.

The owner or operator of a vehicle displaying a residential parking permit shall completely remove said permit immediately upon its expiration or termination.

OTHER RESTRICTIONS MAY APPLY.